



**PROPOSED PRELIMINARY BUDGET
FISCAL YEAR 2012-13**

PLACER COUNTY AIR POLLUTION CONTROL DISTRICT PROPOSED PRELIMINARY BUDGET 2012-13

Thomas J. Christofk
Air Pollution Control Officer

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* The Consolidated Fund (an overview of all the revenue and expenditures) is the combination of all the Funds for the District.

** The Non-Tort Defense Fund, the Reserve Fund, the Vehicle Replacement Fund, and the Building Capital Maintenance Fund are sub-funds of the Operations Fund.

PLACER COUNTY AIR POLLUTION CONTROL DISTRICT
Calendar Year 2012

GOVERNING BOARD OF DIRECTORS:

Robert M. Weygandt	Placer County	Supervisor – District II
Jim Holmes	Placer County	Supervisor – District III
Jennifer Montgomery	Placer County	Supervisor – District V
Mike Holmes	City of Auburn	Councilmember
Donna Barkle	City of Colfax	Councilmember
Stan Nader	City of Lincoln	Councilmember
Peter Hill	City of Rocklin	Councilmember
Carol Garcia	City of Roseville	Councilmember
Miguel Ucovich	Town of Loomis	Councilmember

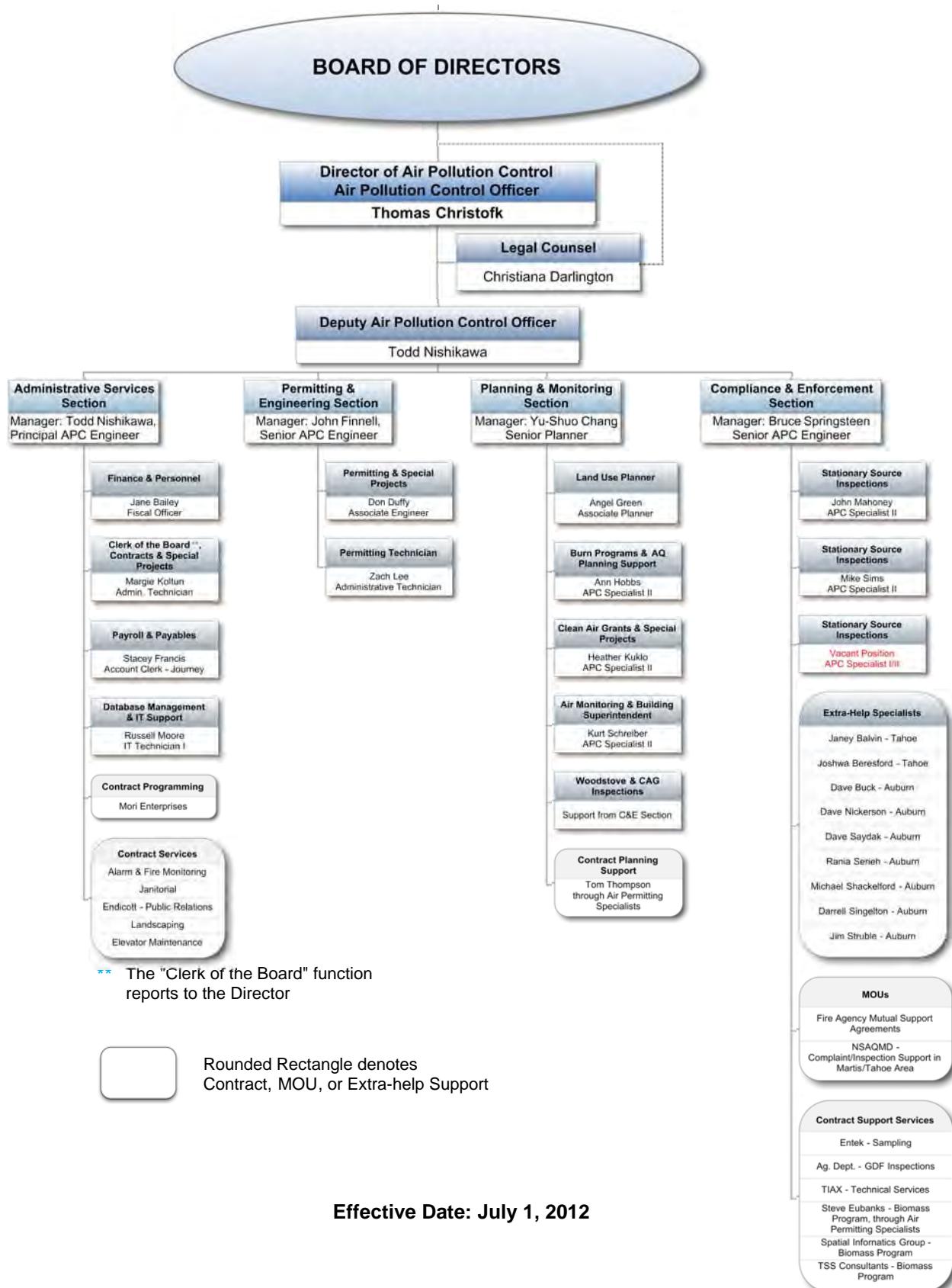
DISTRICT STAFF:

Thomas J. Christofk	Air Pollution Control Officer (APCO)
Todd Nishikawa	Deputy APCO/Administrative Services Manager
Bruce Springsteen	Compliance and Enforcement Manager
John Finnell	Engineering and Permitting Manager
Yushuo Chang	Air Quality Planning and Monitoring Manager
Jane Bailey	Fiscal Officer
Angel Green	Associate Planner
Ann Hobbs	Air Pollution Control Specialist II
Don Duffy	Associate Engineer
Heather Kuklo	Air Pollution Control Specialist II
John Mahoney	Air Pollution Control Specialist II
Kurt Schreiber	Air Pollution Control Specialist II
Margie Koltun	Administrative Technician / Clerk of the Board
Mike Sims	Air Pollution Control Specialist II
Russell Moore	IT Technician I
Stacey Francis	Account Clerk - Journey
Zach Lee	Administrative Technician -Permitting

EXTRA HELP:

Darrell Singleton	Air Pollution Control Specialist II
Dave Nickerson	Air Pollution Control Specialist I
Dave Saydak	Air Pollution Control Specialist I
David Buck	Air Pollution Control Specialist I
Jim Struble	Air Pollution Control Specialist II
Rania Serieh	Air Pollution Control Specialist I
Joshwa Beresford	Air Pollution Control Specialist I
Michael Shackelford	Air Pollution Control Specialist I
Janey Balvin	Air Pollution Control Specialist I

Placer County Air Pollution Control District Organization Chart



The Placer County Air Pollution Control District

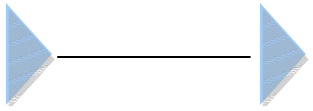
What we are all about...

Our vision is to achieve and maintain clean air standards throughout Placer County

We strive towards this end by managing the County's air quality in a manner to protect and promote public health by controlling and seeking reductions of air pollutants while recognizing and considering the economical and environmental impacts

We do this by focusing on eight specific goals and applying our resources toward accomplishing their associated objectives

1. ***Regulate air pollutant emissions from stationary sources***
 - a. Evaluate emissions, potential emissions, and establish permit limitations consistent with District rules and regulations and applicable air pollution control laws
 - b. Develop and maintain a vigilant inspection program to ensure compliance of permitted terms and conditions
 - c. Provide guidance on implementation of rules and regulations to regulated sources
 - d. Establish partnerships with industry by providing both a technical and personal level of service to promote innovative reductions of emissions
 - e. Adopt such rules and regulations as are necessary to further the goals of the District and to meet state and federal mandates
2. ***Seek quantitative reductions in amounts of air pollutants being released within the County***
 - a. Identify and regulate new sources of emissions
 - b. Alleviate toxic and nuisance emission impacts upon the public
 - c. Provide economic incentives for emission reductions
 - d. Deter emission violations through the enforcement of District rules, and air pollution control laws
 - e. Increase resources applied to mitigation measures
 - f. Provide public education about sources, effects, and methods of reduction
 - g. Modify and/or incorporate new rules and regulations as appropriate to obtain reductions suited for the County
3. ***Respond to and investigate non-compliant events and sources of emissions in an efficient manner***
 - a. Initiate measures to allow sources to gain compliance by providing quality service within acceptable limits
 - b. Establish a hierarchical enforcement system that yields appropriate sanctions based on severity, frequency, and quantity of pollution
 - c. Partner with other agencies when feasible to assist in field response and inspections/investigations
4. ***Mitigate effects of growth through quality planning measures***
 - a. Maintain and enhance a data and information collection system regarding emission inventory and air shed properties throughout the basins
 - b. Prepare and update air quality plans to effectively maintain or achieve attainment of air quality standards through measures best suited for the County
 - c. Review development plans for impacts on air quality and work toward mitigating those impacts through programs that reduce emissions
 - d. Develop and implement initiatives to address the growth of the County with respect to maintaining and improving air quality



5. *Pool resources with other agencies, districts, and jurisdictions*
 - a. Partner with local municipalities in areas of mutual interest and where mandates cross jurisdictional boundaries
 - b. Form strategic alliances with other air districts and agencies as appropriate to develop technical resources and gain needed assistance
 - c. Contract out for services/program management to areas where the cost/benefit of doing such is favorable
6. *Market and promote the positive impacts the District is making on the air quality in the County*
7. *Reduce mobile source emissions through collaborative efforts with planning and transportation entities*
 - a. Support zero emission, alternative, and renewable fuels technologies, and accompanying infrastructure, including waste to energy and biomass to energy initiatives, as well as cleaner burning fossil fuels.
 - b. Assist in the implementation/funding of Transportation Control Measures (TCMs) called for in Air Quality Plans
8. *Improve District business processes and internal operations so as to provide cost effective and quality service to the citizens and industry of Placer County.*

ADOPTED BY THE DISTRICT BOARD APRIL 13, 2000

Placer County Air Pollution Control District Fiscal Year 2012-2013 Section Goals

Permitting and Engineering Section:

Mission Goal/Objective

The Permitting and Engineering Section has the primary responsibility of permitting stationary sources of emissions in accordance with applicable state and federal laws and District regulations. Specific responsibilities of the Section include:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Evaluation of new Authority to Construct applications and annually review Permits to Operate prior to renewal. | 1(a), 1(c), 1(d) |
| <ul style="list-style-type: none"> • Supporting the Hearing Board's consideration of Variances and Abatement Orders. | 2(a), 2(d), 3(a), 3(b) |
| <ul style="list-style-type: none"> • Administering the Emission Reduction Credit (ERCs) banking program by issuing ERCs and tracking them in a Registry. | 1(a), 2(c) |
| <ul style="list-style-type: none"> • Implementing the AB 2588 Hot Spots program and evaluation of airborne toxic emissions from new and modified facilities. | 2(a), 2(b) |
| <ul style="list-style-type: none"> • Preparation and review of annual information requests sent to stationary sources to gather information used to calculate emissions and determine compliance. | 1(a), 1(b), 4(a) |
| <ul style="list-style-type: none"> • Conducting comparison of state and federal control measure guidelines to adopted District rules and emission sources in order to demonstrate compliance or rule deficiencies that will need to be corrected through new future rules or rule amendments. | 1(a), 1(e), 2(g) |
| <ul style="list-style-type: none"> • Reviewing state and federal regulations for applicability to District emission sources that would need to be regulated. | 1(a), 1(e), 2(g) |
| <ul style="list-style-type: none"> • Assisting in regulation compliance education and response to business inquiries and public information requests about sources. | 1(c), 2(f), 3(a) |
| <ul style="list-style-type: none"> • Identifying business operations that should be permitted by the District through a permitting outreach effort, or "Harvest" program, in conjunction with Compliance and Enforcement Section staff. | 1(a), 1(b), 1(c), 2(d), 2(f), 3(a), 3(b) |

In addition to the section general functions noted above, specific tasks to be completed in the 2012-2013 fiscal year are:

- | | |
|--|------------|
| <ul style="list-style-type: none"> ❑ <u>Document Handling System Support:</u> Testing and review of the document processing system in cooperation with the Administrative Services Section to manage documents by scanning them and linking to the database for easy access. | 5(c), 8 |
| <ul style="list-style-type: none"> ❑ <u>Air Toxics:</u> Continue a review of stationary sources for compliance with AB 2588 "Air Toxics Hot Spots" program requirements and develop a Toxics Program Plan to guide future work in this area. Update the toxic emission inventory for reporting to CARB. | 2(a), 2(b) |
| <ul style="list-style-type: none"> ❑ <u>California Environmental Quality Act (CEQA) Requirements for Permitting:</u> Implementation of CEQA compliance procedures, such as ministerial permit | 1(a), 8 |

evaluation procedures, and CEQA checklists, with the assistance of the Planning and Monitoring Section.

- Rule 206, Incinerator Burning: Amend to address startup temperatures in the primary chamber of a crematory and work with EPA to gain SIP approval. 1(e)
- Annual Information Requests: Improve the creation and handling of the annual information requests sent to sources, automating the creation of the throughput request letters, and evaluating throughput requests made through e-mail and the submittal of throughput information via on-line reporting. 1(b), 4(a)
- Emission Data Review: In cooperation with the Planning and Monitoring Section, develop a review process for throughput data where the data is only entered into a database once for both emission fees, compliance, and emission inventory purposes, and where emissions are recalculated for Emission Inventory sources, including Major Sources and Synthetic Minor Sources, and sources that have been modified or that reported significant increases in throughput. 1(b), 4(a), 8

Planning & Monitoring Section:

Mission Goal/Objective

The Planning and Monitoring Section is responsible for air quality planning that is required to guide local emission reduction efforts and to demonstrate that these efforts satisfy state and federal planning requirements. The Section also conducts assessments of land use projects with respect to their impact on air quality. The air quality planning effort, and the determination of whether state and local emission control measures have been successful, is verified by the air monitors that measure ambient air quality in the District. The Section is also responsible for preparing inventories of emissions in the District, regulating open burning and burning from wood-fired appliances, and managing the Clean Air Grant Program. Specific activities of the Section include:

- Working with Federal, State, and the other local agencies to develop regional planning documents to attain State and Federal ambient air quality standards. 4(b), 4(d), 5(a), 5(b)
- Ensuring compliance with federal conformity requirements.
- Developing emission inventories and new or amended rules and regulations for adoption. 1(e), 2(g), 4(a), 4(b)
- Assisting in the development of land use plans, such as specific and general plans. 4(c), 5(a), 7(b)
- Reviewing environmental documents submitted by lead agencies in compliance with the California Environmental Quality Act (CEQA). 4(c), 5(a), 7(b)
- Preparing environmental documents when the District is the lead agency. 4(c), 7(b)
- Inspecting new development projects to verify mitigation measures were implemented. 1(b), 4(c), 4(d)
- Administering the Clean Air Grant and Offsite Mitigation Programs. 1(d), 2(c), 4(d), 7(a)
- Providing public outreach and information. 1(c), 2(f)
- Operating air monitoring equipment at three existing locations and developing additional air monitoring sites. 4(a)
- Submitting air monitoring data to the State and Federal governments. 4(a)

- Overseeing the District burn program to minimize smoke impacts, including residential burning, agricultural burning, and forest management prescribed burning – through smoke management plan approval, permitting, burn project authorization, and burn day declarations. 1(a), 1(b), 5(b)

In addition to the section functions noted above, specific tasks to be completed during the 2012-2013 fiscal year are:

- Air Quality Plans for the Federal and State Standards: Work with CARB and other local air districts in Sacramento Federal Nonattainment Area to prepare two regional air quality plans which will demonstrate the regional efforts to attain and maintain the attainment status for the federal 24-hour PM_{2.5} and 1-hour ozone standards, respectively. In addition to the plans for federal standards, Staff will prepare a triennial progress report (2008-2011) to assess the progress made towards attaining the state air quality standards in Placer County. 1(a), 1(e), 2(g), 4(a), 4(b), 4(d), 5(b)
- Emission Inventory Reconciliation and Enhancement: Review and reconcile the emission inventory data for criteria pollutants and air toxics emitted from the facilities and area-wide sources in the County to produce more accurate baseline emissions data for future rule development and regional air quality planning work. 4(a), 8
- Emission Data Review: Staff will assist the Permitting and Engineering Section to develop a review process for throughput data where the data is only entered into a database once for both emission fees, compliance, and emission inventory purposes, and where emissions are recalculated for sources, including major and synthetic minor sources, and sources that have been modified or which what reported significant increase in throughput. 1(b), 4(a), 8
- Air Monitoring Improvements: Improve the existing monitoring stations operation and monitoring data reporting managed by the District. The improvement includes developing internal protocols for field operations, laboratory operations, and data handling procedures to enhance the data quality assurance and the ability for providing air monitoring data instantly to officials and public. 4(a), 8
- CEQA Handbook: Continue the development of the District CEQA Guide/Handbook for facilitating the evaluation and review of air quality impacts for land use development projects in the County. The first draft was released in November 2011 to the lead agencies for review and comment. Staff is preparing the second version of the Handbook based on the comments received; it will include the upgraded CalEEMod model when it is available. 4(c), 4(d), 5(a), 5(b), 8
- Regional CEQA GHG Thresholds: Continue working with the other local air districts within the Sacramento area to develop CEQA GHG thresholds of significance for land use development projects. The anticipated product would be a guideline to provide a recommendation to the lead agencies on ways to determine the level of the land use project's related GHG impacts. Another goal is to identify the appropriate mitigation measures to offset the project's impacts within the project's environmental documents. 4(b), 4(c), 4(d), 5(b)

- | | |
|---|---|
| <ul style="list-style-type: none"> ❑ <u>Land Use Project Tracking Database</u>: Work to develop a land use tracking database which could be integrated into the existing District permitting database. In the future this database program could be used to support the District's CEQA review program in order to track the land development related documents including comments and recommended mitigation measures and to monitor the project's status and the implementation of mitigation measures. | 4(c), 8 |
| <ul style="list-style-type: none"> ❑ <u>Outreach to Jurisdictions</u>: Outreach to City and County jurisdictions to address a number of District regulatory issues, including naturally-occurring asbestos and dust control for development, wood-fired appliance requirements, District permit requirements, and statutory mandates upon building departments with regard to hazardous materials storage and emission sources near schools – through a supplemental questionnaire and the provision of informational resources. | 1(a), 1(b), 1(c),
2(d), 2(f), 3(a),
3(c), 5(a), 8 |
| <ul style="list-style-type: none"> ❑ <u>District Sustainable Initiatives Webpage</u>: Work to design a webpage regarding the “sustainable initiatives” which will integrate the information from the existing District programs and the tools/programs developed by the other agencies or organizations to promote energy efficiency, renewable fuel usage, transportation improvement, land use and green building initiatives design. | 6, 8 |

Compliance and Enforcement Section:

**Mission
Goal/Objective**

The Compliance and Enforcement Section is responsible for ensuring compliance with permit conditions, District rules and regulations, and applicable state and federal air pollution laws through investigations and on-site inspections, and, if violations are found, pursuing enforcement actions. Specific responsibilities of the Section include:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Inspection of permitted and unpermitted stationary sources of air pollution (i.e. facilities) for compliance with applicable rules and regulations, including the inspection of Portable Equipment that is registered with the state. | 1(a), 1(b), 1(c),
2(a), 2(b), 2(d),
3(a), 3(b), 3(c) |
| <ul style="list-style-type: none"> • Inspection of new home construction in the unincorporated areas of Placer County for compliance with land use mitigation conditions on wood burning appliances. | 1(c), 4(c), 3(c) |
| <ul style="list-style-type: none"> • Investigation and resolution of air pollution complaints from the public regarding odors or air pollutant emissions from any source, including smoke from burning and dust from construction and other activities. | 1(a), 1(b), 2(a),
2(b), 2(d), 2(f),
3(a), 3(b), 3(c) |
| <ul style="list-style-type: none"> • Review and observation of source tests, monitoring data, and reports, for compliance with applicable rules and regulations. | 1(a), 1(b) |
| <ul style="list-style-type: none"> • Issuing Notices of Violation or Corrective Action Notices. | 2(d), 3(a), 3(b) |
| <ul style="list-style-type: none"> • Resolving enforcement cases for violations of District, state, and federal air pollution laws and regulations through mutual civil settlement, orders of abatement through the District's Hearing Board, or by referral of the case to the Placer County District Attorney's Office or the State Attorney General's Office. | 3(b) |
| <ul style="list-style-type: none"> • Education of the public and permitted sources on air pollution rules and regulations. | 1(c), 2(f) |

- Assistance with control measure and rule development. 1(e), 2(g), 4(b)

Additional tasks to be accomplished or to be moved significantly further toward completion in Fiscal Year 2012-13 include:

- Inspections: Evaluate, and work toward implementing automated procedures to improve field investigation and source inspection efficiency – including the in-field use of portable electronic devices that communicate with the District database, enhancements to reduce data entry duplication, and use of source-specific checklists and violation notices that are electronically compatible with the District database. Establish a program for sample evidence collection, tracking, and analysis. Expand staff knowledge and inspection capabilities, including that for gas dispensing facilities and odor nuisance response. 1(a), 1(b), 2(a), 2(b), 2(d), 2(f), 8
- Enforcement Settlement: Use Small Claims Court to efficiently settle violation enforcement cases that are not resolved through Mutual Settlement. Streamline the issuance, tracking, and processing of violation notices. Develop a monetary penalty assessment structure and/or schedule to assist in the establishment of consistent and defensible fines for enforcement case settlement. 3(b), 8
- Greenhouse Gases: Provide greenhouse gas emissions verification services for the CARB Mandatory Reporting Rule, for Emission Offset Projects, and Cap and Trade programs. 2(a), 3(b), 4(a), 4(b), 4(c), 5(b)
- Biomass: Continue to advance and support forest management projects that reduce air pollution through: utilization of waste biomass for energy as an alternative to open burning; hazardous fuel reduction thinning and defensible space clearing; and the development of tools that quantify and provide monetary value to emission reductions. 1(a), 1(c), 1(d), 2(a), 2(c), 2(e), 2(f), 2(g), 5(a), 5(c), 6
- Inter-Agency Cooperation: Enhance working relationships with local partner agencies, including county and city building and public works departments, law enforcement, fire districts, code enforcement, weights and measures, animal control, and environmental health. 3(c), 5(b)

Administrative Services Section:

Mission Goal/Objective

The Administrative Services Section is responsible for providing overall administrative services and support for the District. Specific responsibilities of the Section include:

- Preparation of monthly fiscal statements and review for management and Board information. 8
- Clerk of the Board functions including preparation of the Board Meeting Agenda and preparation of the Board Packet that includes information and action items. 8
- Tracking, filing, and archiving of District documents. The conduct of this function is being improved through the implementation of an electronic document handling system (EDHS). 8
- Handling of payroll, accounts receivable, accounts payable, purchasing, cost 8

- accounting/cost allocation and conducting a bi-annual outside audit.
- Preparation, oversight, management, and administration of grant and professional services contracts, including inter-agency MOUs. 8
- Assisting the APCO in the preparation of the annual budget and providing the APCO with fiscal status summaries each month and performance statistics for the District each quarter. 8
- Maintenance of the District's networked computers and office equipment, and recommendations for equipment replacement. 8
- Maintenance and upgrade of the District database program and training of District Staff on the use of this in-house program. 8
- Overseeing the maintenance of District motor vehicles and their sign-out by staff. 8
- Maintenance and control of personnel files and training logs (Personnel Liaison). 8
- Facility maintenance and operations for the District offices at 110 Maple Street, Auburn, including management of repairs and scheduled preventive maintenance, and oversight of building related service contracts. 8
- Complete office management functions, including answering caller inquiries and directing the public to the proper staff and facilitating all business transactions with the District. 8

In addition to the section functions noted above, specific tasks to be completed within the Fiscal Year 2012-13 are:

- ❑ Technology Improvement Program: Management of a multi-branched effort to assess options for the District to better utilize electronic information technology and communication tools, to identify the best process improvement pathways, and to manage program implementation. Among the technology improvement areas are increasing the efficiency of field staff by providing access in the field to permit holder information and improved communications; to provide District clients with on-line access to District permit and billing information and client contact profiles; and to fully implement the electronic document handling system (EDHS), deferred in the prior fiscal year. 1(a), 1(b), 3(b), 8
- ❑ Database Improvements: Continue and complete the improvements identified or started in the prior fiscal year, including enhancing the functionality of the existing in-house database program through screen and data reporting improvements, and data accuracy checks. 8
- ❑ County-District MOU Update: Continue and complete the amendment of the County-District MOU to address recent revisions to the County policies and their organization, as well as changes required by the District to facilitate its operations. In addition, prepare and adopt policies and procedures to ensure internal control and to address areas where the District practices diverge from usual County policies and procedures. 8

BUDGET OVERVIEW

Fund Summary:

The District Budget is organized into three separate funds, each with its own revenue and expenditure accounts. The three funds are briefly described below:

- **The Operations Fund** is used for the purpose of conducting the business of the District not covered by the other two funds. The revenue sources for this fund are: permit fees, fines, state subvention, interest derived from these sources, Per Capita Assessment, co-funding of projects/programs from the private sector and administrative fees. Sub-funds to the Operations Funds include:

Sub Fund Name	FY 2011-12 Ending	FY 2012-13 Change	FY 2012-13 Ending
Non-Tort Defense Fund	\$90,000	0	\$90,000
Reserve Fund	\$95,000	0	\$95,000
Vehicle Replacement Fund	\$45,000	+\$15,000	\$60,000
Building Capital Maintenance Fund	\$50,000	0	\$50,000
Total			\$295,000

The Non-Tort Defense Fund is set aside for the legal defense of the District. Another and is currently at \$90,000. The Reserve Fund is a sub-fund for contingencies in case of unforeseen events was established in the FY 2007-08 budget. The Vehicle Replacement sub-fund has been established by earmarking \$15,000 per year since FY 2009-10 for vehicle replacement. The District may plan to replace two vehicle(s) using this fund in FY 2013-14. The approved budget for FY 2011-12 established a Building Capital Maintenance Fund of \$50,000 for unforeseen major repairs to the newly owned facility at 110 Maple Street in Auburn.

In the beginning of FY 2007-08, the District received litigation settlement (\$2,742,500) and litigation cost recovery (\$700,000) funds from the Sierra Pacific Industries (SPI) case brought by the State Attorney General's Office on behalf of the District and other parties that was set aside in a non-budgeted fund for the District. These funds are held in an interest bearing account and the interest derived from these funds is used for specific projects, programs and normal operations which are detailed in the proposed budget. In the 2010-11 purchase of the new District facility located at 110 Maple Street in Auburn, the Board approved the use of \$1,500,000 of the Settlement Fund for the purpose of purchasing the facility and the use of \$361,500 from the Litigation Cost Recovery Fund for one time facility relocation costs. The Settlement Fund now has a balance of \$1,242,500 and the Litigation Cost Recovery Fund is now at \$338,500. In the Proposed Budget for FY 2012-13 the District proposes to pay-back \$50,000 to the Settlement Fund which will bring the total to \$1,292,500.

- **The DMV Fund** is a restricted fund that is to be used to reduce mobile source emissions and to carry out related California Clean Air Act activities, such as: air monitoring, air modeling, emission inventory assessment and identification, control strategies, air quality planning, public information, and direct incentives to reduce mobile source emissions. The DMV Fund has three sources of revenue – DMV (AB 2766 and AB 923) Fees, also referred to as Vehicle Surcharge Fees, interest derived from these approved project/program criteria and co-funding from other entities for DMV approved projects.
- **The Mitigation Fund** is a restricted fund that is used only for the purposes described in each individual mitigation plan. The revenue sources for this fund come from mitigation plans approved at the discretion of the Land Use Authorities. Because the District cannot predict which of these plans will be approved nor the amount that will be received, future revenue for this fund is not budgeted.

Highlights:

The Proposed Budget for Fiscal Year 2012-13 (\$4,229,965) reflects a 1.01% decrease over the Final Budget for Fiscal Year 2011-12 (\$4,299,430)¹. Essentially, this is a very similar budget to that adopted for FY 2011-12.

¹The Approved Budget for FY 2011-12 has been revised three times since the original approval. It was revised once to include the EPA 105 grant funding of \$74,866, a second time to increase the funding received from State Subvention - \$5,000 to be used for a PSA

The Proposed Budget for FY 2012-13 includes the following concerns and strategies:

- (1) The District has a projected loss of 2.92% of its usual revenue stream mainly from Interest, Statewide Perp Revenue and Land Use Permits. Because the District budgets conservatively, the District is proposing to reduce costs by at least 1.01%, while maintaining the core operations necessary to carry out the District's Mission Statement.
- (2) Management will be continuing to evaluate the cost savings of the District owning its own building and the impact of paying back the funds used for the purchase of the building.
- (3) Management will be evaluating the effectiveness of existing programs and projects. The District will be continuing several large programs and projects: the Clean Air Grant Program, the Technology Assessment Program (TAP) and the Biomass Project.
- (4) Management will also be evaluating the future needs of the District in regard to the functionality of the existing Staff. In FY 2012-13, the District is proposing to maintain its current allocation of 18 full-time employees. As per past practices and budgets, the District will augment its staffing to fulfill core functions and maintain the level of service demands through the use of service contracts, and extra-help/part-time employees. The use of extra-help employees is necessary to fulfill the commitment to complete projects that are not on-going and therefore do not warrant hiring full-time employees. Use of extra-help and contracted support gives the District the flexibility to quickly respond to economic fluctuations.

The proposed Budget for FY 2012-13 contains the resources for many programs, projects, and enhancements that will allow the District to continue fulfilling its mission (see page 14 of this proposed budget for a list).

- New to the proposed FY 2012-13 budget is the proposed pay-back of \$50,000 to the Settlement Fund, the fund from which the purchase of the 110 Maple Street building was derived. This will increase the Settlement Fund to \$1,292,500.
- The Operations and Maintenance budget for the District facility at 110 Maple Street of \$55,759 is \$14,000 less than budgeted for FY 2011-12. Also the District will enter into a one year lease with a tenant for 876 square feet of the District facility which will generate rental income of approximately \$15,000.
- "Supplies and Services" (commented on in the footnote to the pie chart on page 13 of this proposed budget) includes \$236,888 in contracted services that serve to augment the capabilities of Staff. This is in-keeping with the management philosophy to not increase permanent staff costs to meet one time project needs and to obtain expert consultant services when that is most cost effective. The proposed "19%" for "Supplies and Services" is 1% higher than the amount approved in the FY 2011-12 Budget. In addition to those contracted services, the District contracts with the County for an additional \$385,301 for administrative support, telecommunications and data processing functions for the District.
- Contained in this proposed budget is \$771,000 for "Clean Air Grants (CAGs) and \$60,000 for the Technology Assessment Program (TAP)". The percentage of the proposed budget for CAGs and TAP is 20% and almost the same as was approved in the FY 2011-12 Budget. The District will increase the CAG budget as funds from approved Mitigation Plans become available.
- While the over-all "Salaries and Benefits" decreased by \$34,517, the staff salaries (18 allocated full-time positions) increased slightly by \$2,688 due mainly to merit increases for non-management employees. There was also a decrease of \$50,630 for extra-help (temporary) staff representing a decrease of approximately 1,450 hours.
- This proposed budget continues to maintain a healthy balance in the Operations Fund of \$350,724 (the sub-funds to the Operations Fund are included in this total), which is 8.3%² of the total Proposed Operating Budget for Fiscal Year 2012-13.

consultant, and a third time to increase the funding of services received from Placer County of \$10,000 from the County's Biomass Utilization Project.

² It is recommended by the National Advisory Council on State and Local Budgeting for the Government Finance Officers Association to maintain an ending balance in the operation fund of between 5 and 15% in case of any unforeseeable catastrophic event.

**PLACER COUNTY AIR POLLUTION CONTROL DISTRICT
FY 2012-13 BUDGET SUMMARY COMPARISON
CONSOLIDATED FUND SUMMARY**

	APPROVED CONSOLIDATED BUDGET FY 2011-12	REVISED CONSOLIDATED BUDGET FY 2011-12	PROJECTED CONSOLIDATED FUNDS FY 2011-12 6/30/2012	PROPOSED CONSOLIDATED BUDGET FY 2012-13	
REVENUE:					
Permit Fees	764,550	764,550	825,376	819,299	
Fines/Settlement Funds	35,000	35,000	69,736	35,000	***
Interest	120,000	120,000	68,959	70,000	
State Subvention	97,000	102,000	109,622	106,000	
Statewide PERP	43,675	43,675	43,675	28,000	
Other Government Assistance		84,866	89,866	74,866	
State Vehicle Surcharge Fee (AB2766 & AB923)	2,013,000	2,013,000	2,025,000	2,025,000	
Burn / Land / Other	48,707	48,707	43,668	32,134	
Mitigation Fees	82,107	82,107	178,783	-	
Per Capita Assessment	176,190	176,190	176,190	177,664	
Miscellaneous	2,700	2,700	100	2,700	
From Litigation Cost Recovery Fund				-	
District Facility Rental Income	14,862	14,862	21,347	15,242	
From Settlement Fund					
Private Sector-Project Participation			0	-	
Total Revenue:	3,397,792	3,487,657	3,652,321	3,385,906	
TOTAL FUND CARRY-OVER PREVIOUS FY	811,773	811,773	811,773	844,059	
TOTAL FUNDS AVAILABLE	4,209,565	4,299,430	4,464,094	4,229,965	
EXPENSE:					
Salary & Benefits	2,246,965	2,304,831	2,075,597	2,270,313	
Supplies & Services	753,155	657,155	588,438	727,110	
Clean Air Grants and TAP	828,000	956,000	956,000	831,000	
Building Purchase Payback				50,000	***
Equipment	-			-	
Total Expense:	3,828,120	3,917,985	3,620,035	3,878,423	
Ending Fund Balance:	381,445	381,445	844,059	351,542	*
Unencumbered (encumbered) Current			-		
TOTAL FUND BALANCE	381,445	381,445	844,059	351,542	
Encumbered Funds (Funds already committed)	2,025,327	2,025,327	930,433	930,433	**
TOTAL FUND BALANCE	2,406,772	2,406,772	1,774,492	1,281,975	

*The "Ending Fund Balance" for the proposed FY 2012-13 budget is the consolidated total for the following fund balances:

Operations Fund	\$	55,723
Building - Maintenance Capital Outlay		50,000
Vehicle Replacement Fund		60,000
Contingency (Reserve) -- sub fund to Operations		95,000
Non-Tort Defense Fund--sub fund to Operations		90,000
Sub-Total Unreserved Operations + Reserved Operations	=	\$350,723
DMV (AB2766 & AB923) Fund		194
Mitigation Fund		624
Ending Fund Balance Totals	\$	351,542

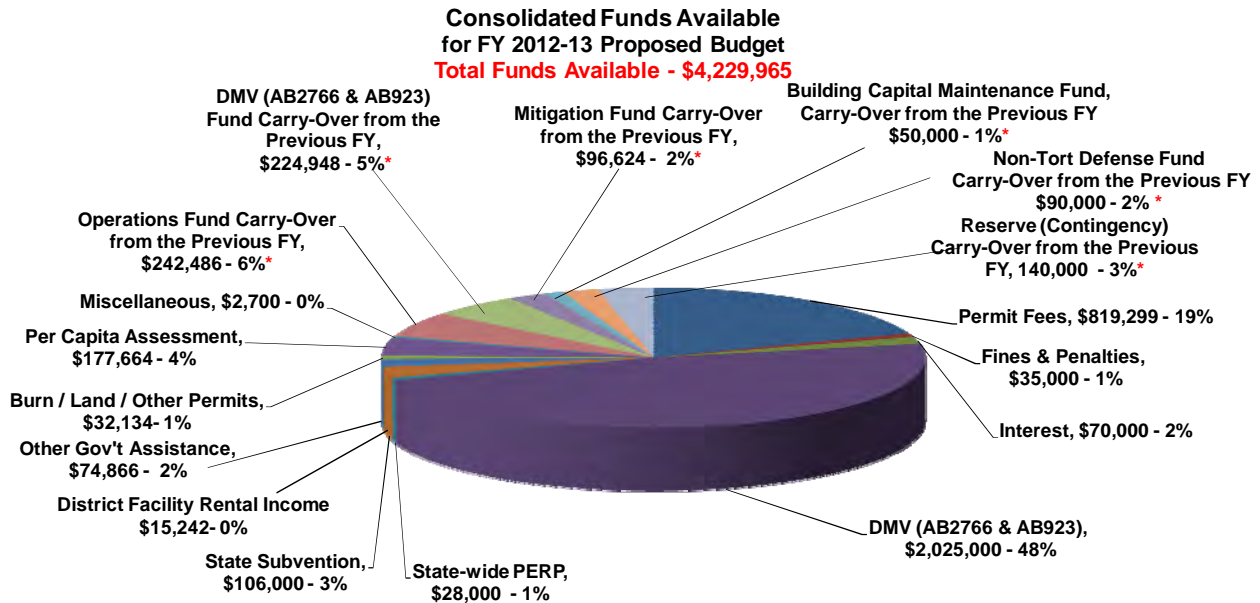
**The "Encumbered Funds" for the approved FY 2012-13 budget are consolidated from the following:

Operations Fund	\$	48,607
DMV (AB2766 & AB923) Fund		436,965
Mitigation Fund		444,861
Encumbered Funds	\$	930,433

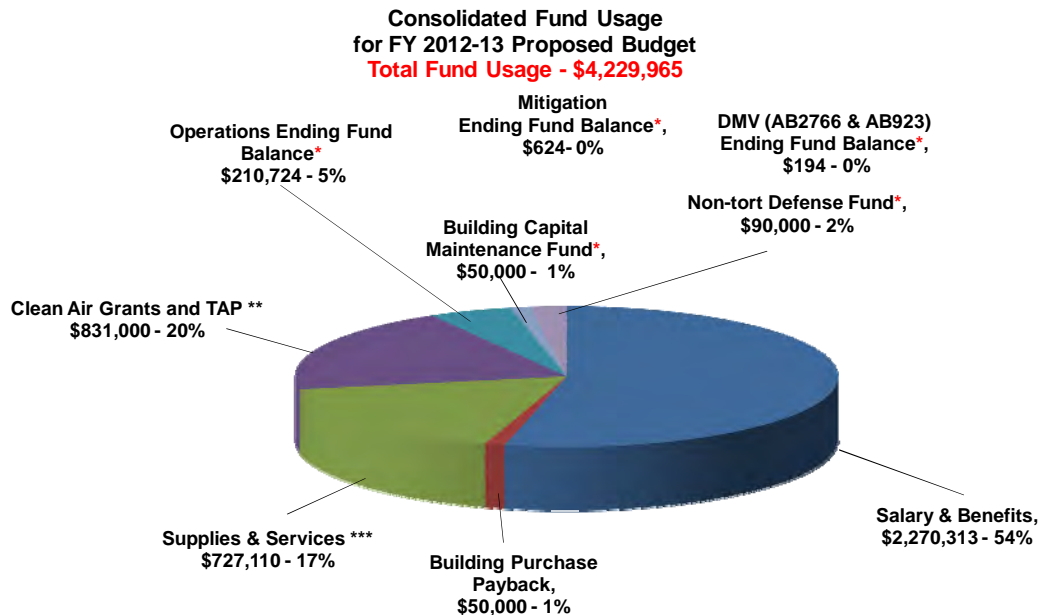
*** Note that the Settlement Revenue from the SPI case (settlement was received on July 24, 2007) of \$2,742,500 has been removed to a separate sub-fund; likewise, the recovered litigation costs for the same case of \$700,000 has also been moved to a sub-fund in order to separate these funds from the District's Operational Budget. The funds for the purchase of the building were taken from the Settlement Fund (\$1,500,000) leaving \$1,242,500 and \$361,500 was taken from the Litigation Cost Recovery Fund for "Relocation Costs" leaving \$338,500 in that fund. The District is proposing to payback \$50,000 to the Settlement Fund in FY2012-13 for a total in that fund of \$1,292,500. Interest derived from those funds is included in the Operations Fund for FY 2012-13.

Most of the encumbered funds (97.86%) are Clean Air Grants that have been awarded to Placer County recipients over the last three fiscal years. The funds have not been dispersed because the contracted clean air projects have not been completed.

PROPOSED PRELIMINARY BUDGET FOR FY 2012-13



*The total projected "Fund Carry-Over" from the previous fiscal year is \$844,059 (based on projected revenue and expenditures from FY 2011-12). The "Operations Fund Carry-Over" includes \$90,000 - Non-Tort Defense Fund; \$95,000 - Reserve (Contingency) \$45,000 - Vehicle Replacement Fund and \$50,000 - Building Capital Maintenance Fund.



* The Operations Ending Fund Balance includes \$90,000 Non-Tort Defense Fund , \$95,000 Reserve (Contingency), \$50,000 Building Capital Maintenance Fund, and \$60,000 Vehicle Replacement Fund.

** "Clean Air Grants and TAP " are comprised of: \$675,000 from DMV Fund and \$96,000 from the Mitigation Fund for the CAG Program. This year the District is proposing to fund \$60,000 for the Technology Assessment Program (TAP).

***The "Services" contained in "Supplies and Services" are for contracted services that augment the Staff in programs and projects. These services include the Biomass Project - \$51,150; Spare the Air Program - \$7,888; Legal Support - \$100,000; Gasoline Dispensing Facility Inspections - \$15,555; Programming and Software Support - \$78,000; Air Permitting Specialist Support - \$27,000; and \$40,403 for special services that augment the existing Staff. Additional costs in the form of Liability Insurance - \$25,000; Air Monitoring Equipment Maintenance - \$15,000; District Facility Operations and Maintenance - \$55,759; Other District Participation - \$10,000 and Air Monitoring Site Construction - \$5,000 are included. The District also contracts with the County for an additional \$95,560 in administrative services.

PLACER COUNTY AIR POLLUTION CONTROL DISTRICT Listing of Programs, Projects and District Enhancements for the PROPOSED BUDGET FOR FY 2012-13		PROPOSED EXPENDITURES FY 2012-13	ENCUMBERED FUNDS IN FY 2011-12
Item #	Name:	Amount	Amount
1	Public Outreach/Public Relations Assistance - Endicott Contract		19,700
2	Participation with Other Districts	10,000	
3	Spare the Air Program (#5) - CMAQ Match	7,888	
4	Air Monitoring Projects - site development	5,000	
5	TIAX Contract (Mobile Source Analysis Support)	-	20,000
6	Air Permitting Specialists Contracts (DMV qualified tasks)	27,000	12,439
7	Endicott Contract - Public Relations (Biomass Project)	-	7,329
8	SIG Contract (Biomass Project Support)	20,000	
9	TSS Associates Contract (Biomass Project Support)	25,000	-
10	Air Permitting Specialists Contract (Operations Support - includes \$6,150 - Biomass Project)		30,750
11	Database Programming /Software Support	45,000	
12	IT Consulting	33,000	
13	Hardware - for IT enhancements	10,000	
14	Entek Contract (Grab Sampling Incident Response)	-	7,000
15	NSAQMD MOU (Tahoe Inspections)	-	3,528
16	CAP to CAP attendance - APCO and 1 director	7,000	
17	County Administrative Services/Personnel/Fleet Maintenance	139,186	
18	County DA MOU - enforcement support	10,000	
19	County Counsel MOU	90,000	
20	County IPSS (Data Processing) Charges	70,560	
21	AG Dept MOU - Gasoline Dispensing Facility Inspections	15,555	
22	Vehicle Replacement Fund*	15,000	
23	Building Purchase Payback**	50,000	
24	District Liability Insurance	25,000	
25	Extra-Help - Permitting/Inspection Specialist/1,235 hours	108,603	
26	GASB 45 - Provision for Post Employment Benefits	117,250	-
27	Core of the Operational Budget (Minus the above projects and service contracts)	914,767	
28	Core of the DMV Fund Budget (Minus the above projects and \$675,000 in CAGs)	1,301,614	
29	Core of the Mitigation Fund Budget (Minus the above projects and \$96,000 in CAGs)	-	
30	Technology Assessment Program (TAP)	60,000	-
31	Clean Air Grants for 2011***	771,000	829,687
TOTAL		3,878,423	930,433

*In the three previous fiscal years, the District has funded \$45,000 (\$15,000/year) for vehicle replacements. This will bring the total to \$60,000.

**New this year is the Building Purchase Payback to the Settlement Fund.

***The District is proposing to expend \$96,000 from the Mitigation Fund and \$675,000 from the DMV Fund for CAGs in FY 2012-13.

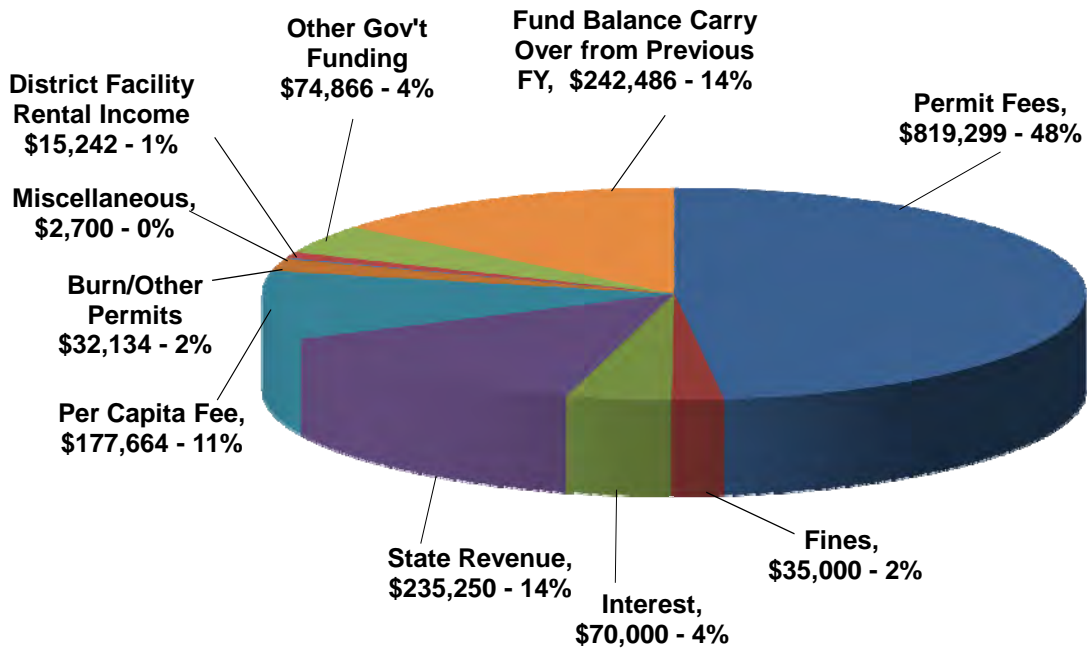
COLOR CODED KEY

\$ 49,888	DMV FUNDED ELIGIBLE PROJECTS AND SERVICES
51,150	BIOMASS PROJECT EXPENDITURES
88,850	OPERATIONS SUPPORT AND PROJECTS
325,301	COUNTY SERVICES
2,532,234	DISTRICT LABOR AND OVERHEAD COSTS
831,000	CLEAN AIR GRANTS AND TAP
\$ 3,878,423	TOTAL PROPOSED EXPENDITURES FOR FY 2012-13

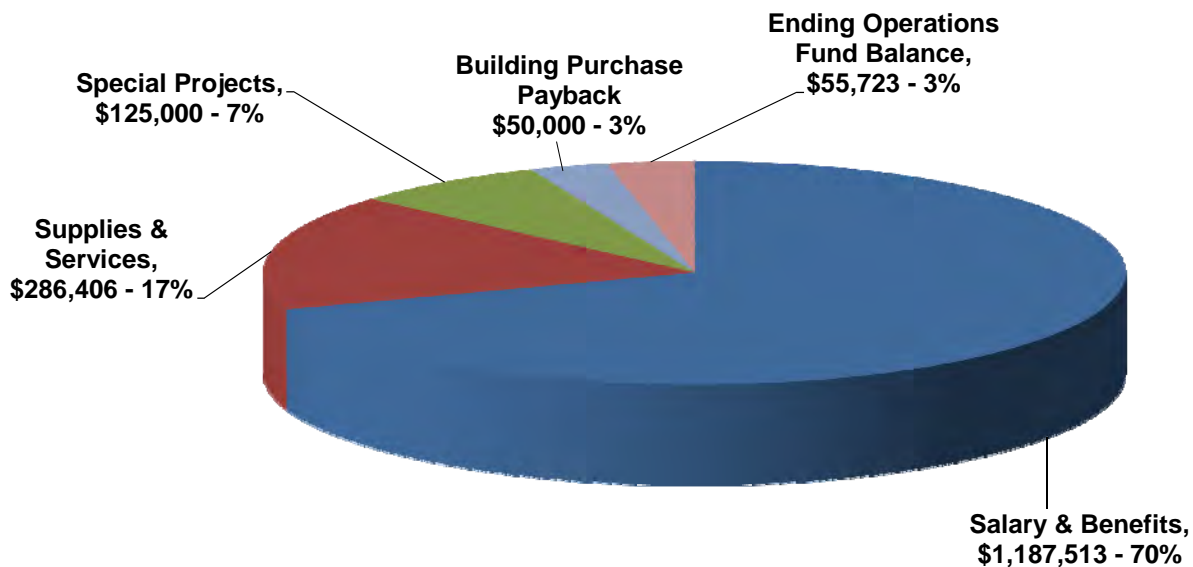
**PLACER COUNTY AIR POLLUTION CONTROL DISTRICT
FY 2012-13 BUDGET SUMMARY COMPARISON
OPERATIONS FUND**

	APPROVED BUDGET OPERATIONS FY 2011-12	REVISED BUDGET OPERATIONS FY 2011-12	PROJECTED OPERATIONS FY 2011-12 6/30/2012	PROPOSED BUDGET OPERATIONS FY 2012-13
REVENUE:				
Permit Fees	764,550	764,550	825,376	819,299
Fines	35,000	35,000	69,736	35,000
Interest	72,000	72,000	68,959	70,000
State Revenue	241,325	241,325	254,547	235,250
Per Capita Assessment	176,190	176,190	176,190	177,664
Burn /Other Permits	38,707	38,707	32,762	32,134
Miscellaneous	2,700	2,700	100	2,700
Other Gov't Aid for Project Funding			89,866	74,866
From Litigation Cost Recovery Fund				-
From Settlement Fund				-
District Facility Rental Income	14,862	14,862	21,347	15,242
Total Revenue:	1,345,334	1,345,334	1,538,882	1,462,156
Fund Balance Carry Over from Previous FY	449,583	449,583	449,583	242,486
TOTAL FUNDS AVAILABLE	1,794,917	1,794,917	1,988,465	1,704,642
EXPENSE:				
Salary & Benefits	1,233,021	1,233,021	1,205,954	1,187,513
Supplies & Services	317,321	317,321	444,844	286,406
Special Non-DMV Projects	70,450	70,450	95,181	125,000
Building Contingency Fund - 110 Maple	50,000	50,000		-
Non-Tort Defense Fund				
Reserve for Contingency Fund	25,000	25,000		
Payback of Building Purchase				50,000
Equipment				
Total Expense:	1,695,792	1,695,792	1,745,979	1,648,919
ENDING OPERATIONS FUND BALANCE	99,125	99,125	242,487	55,723
Reserved for Encumbrance			-	-
TOTAL OPERATIONS FUND	99,125	99,125	242,487	55,723
Building Contingency Fund - 110 Maple	50,000	50,000	50,000	50,000
Non-Tort Defense Fund	90,000	90,000	90,000	90,000
Vehicle Replacement Fund	45,000	45,000	45,000	60,000
Reserve (Contingency Fund)	95,000	95,000	95,000	95,000

**Operations Fund Available
for FY 2012-13 Proposed Budget**
Total Operations Fund Available - \$1,704,642



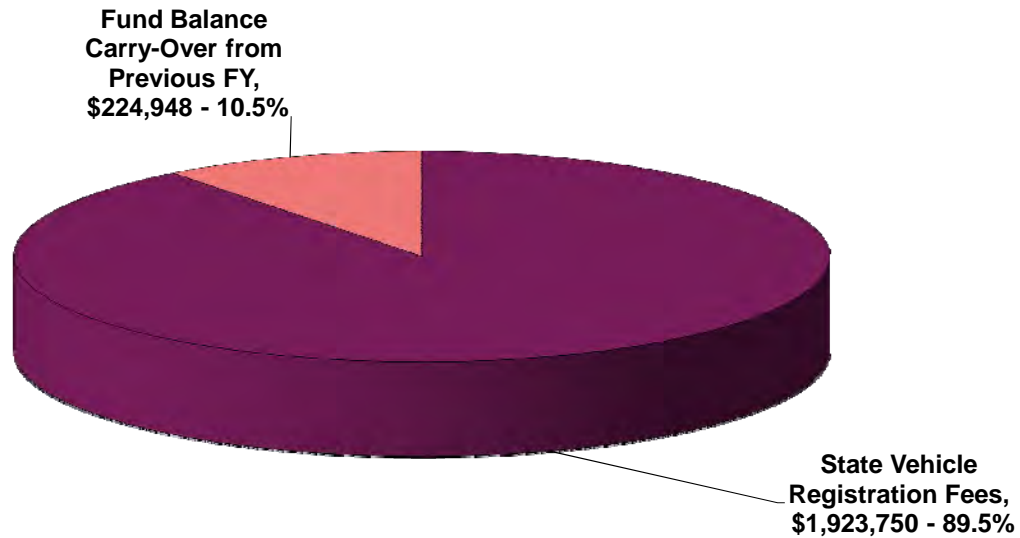
**Operations Fund Usage
for FY 2012-13 Proposed Budget**
Total Operations Fund Usage - \$1,704,642



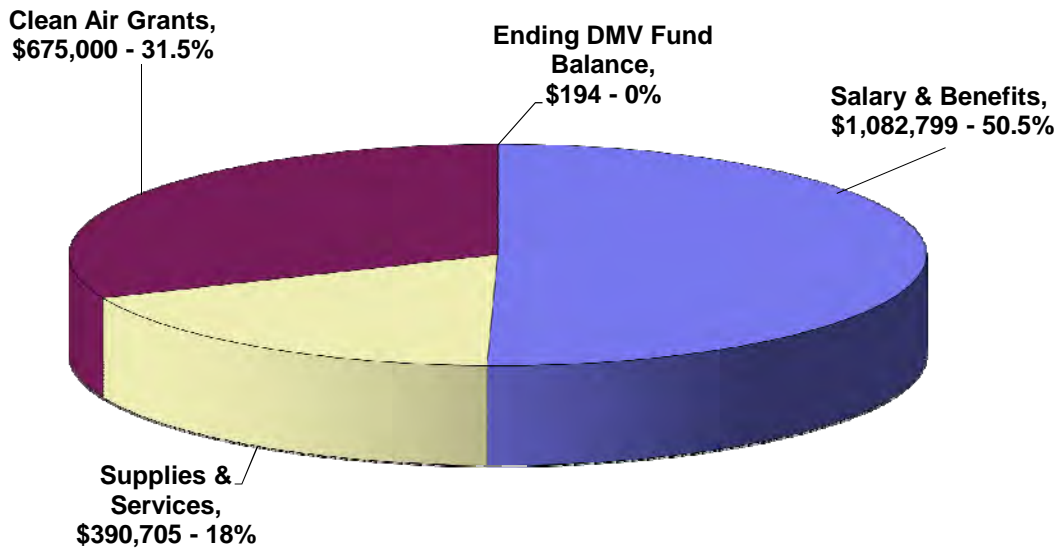
**PLACER COUNTY AIR POLLUTION CONTROL DISTRICT
FY 2012-13 BUDGET SUMMARY COMPARISON
DMV FUND**

	APPROVED BUDGET DMV FUND FY 2011-12	REVISED BUDGET DMV FUND FY 2011-12	PROJECTED DMV FUND FY 2011-12 6/30/2012	PROPOSED BUDGET DMV FUND FY 2012-13
REVENUE:				
Interest	48,000	48,000		
State Vehicle Registration Fees	1,912,350	1,912,350	1,923,750	1,923,750
Land & Environmental Use	10,000	10,000	10,906	-
Other Gov't Assistance				-
Private Sector Assistance in DMV project				
Total Revenue:	1,970,350	1,970,350	1,934,656	1,923,750
Fund Balance Carry Over from Previous FY	281	281	281	224,948
TOTAL FUNDS AVAILABLE	1,970,631	1,970,631	1,934,937	2,148,698
EXPENSE:				
Salary & Benefits	1,009,839	968,453	860,703	1,082,799
Supplies & Services	360,382	401,768	249,285	390,705
Clean Air Grants and DMV Approved Projects	600,000	600,000	600,000	675,000
Equipment			-	-
Total Expense:	1,970,221	1,970,221	1,709,988	2,148,504
ENDING DMV FUND BALANCE	410	410	224,949	194
Reserved for Encumbrance	1,433,917	1,433,917	436,965	436,965
Total DMV Funds	1,434,327	1,434,327	661,913	437,159

DMV Fund Available
for FY 2012-13 Proposed Budget
Total DMV Fund Available - \$2,148,698



DMV Fund Usage
for FY 2012-13 Proposed Budget
Total DMV Fund Usage - \$2,148,698



**PLACER COUNTY AIR POLLUTION CONTROL DISTRICT
FY 2012-13 BUDGET SUMMARY COMPARISON
MITIGATION FUND**

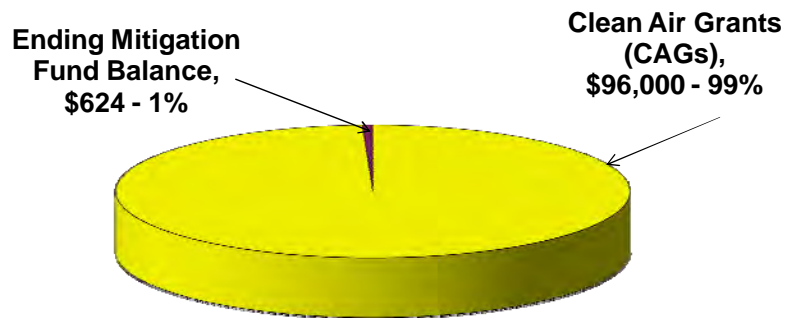
	APPROVED MITIGATION FUND FY 2011-12	REVISED MITIGATION FUND FY 2010-12	PROJECTED MITIGATION FUND 6/30/12	PROPOSED MITIGATION FUND FY 2012-13
REVENUE:				
Mitigation Fees	82,107	82,107	178,783	-
Interest from the Settlement Fund			-	-
Total Revenue:	82,107	82,107	178,783	-
Fund Balance Carry Over from Previous FY	156,909	156,909	156,909	96,624
TOTAL MITIGATION FUNDS AVAILABLE	239,016	239,016	335,692	96,624
EXPENSE:				
Salary & Benefits	4,105	4,105	8,939	-
Mitigation Projects	5,000			
Clean Air Grants + Incentive Programs	228,000	233,000	230,129	96,000
Equipment				
Total Expense:	237,105	237,105	239,068	96,000
ENDING MITIGATION FUND BALANCE	1,911	1,911	96,624	624
Reserved for Encumbrance	527,064	527,064	444,861	444,861
TOTAL MITIGATION FUNDS	528,975	528,975	541,485	445,485

**Mitigation Fund Available
for FY 2012-13 Proposed Budget**
Total Mitigation Fund Available - \$96,624



Fund Balance
Carry-Over from
Previous FY,
\$96,624 - 100%

**Mitigation Fund Usage
for FY 2012-13 Proposed Budget**
Total Mitigation Fund Usage - \$96,624



Ending Mitigation
Fund Balance,
\$624 - 1%

Clean Air Grants
(CAGs),
\$96,000 - 99%

PLACER COUNTY AIR POLLUTION CONTROL DISTRICT										
Proposed Preliminary Budget for FY 2012-13 comparison to Projected FY2011-12										
DETAIL OF CONSOLIDATED FUNDS										
1,026										
	REF. #	Approved Budget FY 2011 12	Proposed Budget FY 2012 13	Program Split for Preliminary Proposed Budget FY 2012-13						Notes
				OPERATIONS	DMV	MITIGATION	CON INGENCY & NON OR DEFENSE SUB O OPER	BUILDING CAPI AL MAIN ENANCE SUB O OPER	BIO MASS PRO EC SUB O OPER	
REVENUE:										
Initial Permits	6764	102,500	76,990	76,990					1	
Renewal Permits	6765	615,000	694,600	694,600					1	
Burn Permits	6771	5,125	5,643	5,643					1	
Title V Permit Fees	6769	45,000	46,170	46,170						
Initial Permits - Title V	6764	2,050	1,539	1,539					1	
Ag Engine Registration	8142			-						
Regional Compliance Agreements	6861			-						
Air Pollution Fines	6860	35,000	35,000	35,000						
Total Permits & Fines:		804,675	859,942	859,942	-	-	-	-		
State Subvention	7228	91,000	95,000	95,000						
State Aid Mandated Costs	7234			-						
State Aid ARB Subvention (Supplemental)	7232	11,000	11,000	11,000						
Statewide PERP Program	6865	43,675	28,000	28,000						
State Vehicle Surcharge	7383	2,013,000	2,025,000	101,250	1,923,750					
Total State Revenue:		2,158,675	2,159,000	235,250	1,923,750	-	-	-		
Per Capita Assessment	8100	176,190	177,664	177,664					1	
Federal Grants for Project Funding	7326	74,866	74,866	74,866						
Other Govt Aid for Project Funding	7292	10,000		-						
District Facility Rental Income	6966	14,862	15,242	15,242				15,000		
Control Council Fees	8105	5,000	6,000	6,000						
Interest	6950	120,000	70,000	10,000					60,000	
Mitigation Fees	6783	82,107			-					
Hearing Board Fees	8145	5,000	5,000	5,000						
Forms & Photo Copy	8218	200	200	200						
Land Use Applications	8260	10,000			-					
Air Toxic Hot Spots	8182	17,544	9,335	9,335						
Misc. / Project Related Revenue	8764	2,500	2,500	2,500						
Burn Acreage Fees	8193	6,038	6,156	6,156					1	
Project Related (Private Sector)	8776			-	-					
Total Other Revenue:		524,307	366,963	306,963	-	-	-	-	60,000	
Total Revenue:		3,487,657	3,385,906	1,402,156	1,923,750	-	-	-	60,000	
Fund Carry-Over From Previous FY		811,773	844,059	(139,410)	224,948	96,624	230,000	50,000	381,896	
TOTAL FUNDS AVAILABLE		4,299,430	4,229,965	1,262,746	2,148,698	96,624	230,000	50,000	60,000	
		Projected Consolidated FY 11 12 6/30/2012	Program Split for Projected FY 2011-12							
		OPERATIONS	DMV	MITIGATION	CONTINGENCY & NON TORT DEFENSE	BUILDING CAPITAL MAINTENANCE	BIO MASS PRO EC SUB O OPER	ECHNOLOGY ASSESSMEN SUB O OPER	ALECS PH II PRO EC SUB O DMV	
1	1	113,436	113,436							
1	1	661,500	661,500							
1	1	6,000	6,000							
1	1	48,871	48,871							
1	1	1,569	1,569							
		288	288							
		-	-							
		69,448	69,448							
		\$ 901,112	901,112	-	-	-	-	-	-	
		\$ 98,622	98,622							
		-	-							
		11,000	11,000							
		43,675	43,675							
		2,025,000	101,250	1,923,750						
		\$ 2,178,297	254,547	1,923,750					-	
1	1	\$ 176,190	176,190							
		74,866	74,866							
		15,000						15,000		
		21,347	21,347							
		5,975	5,975							
		68,959	68,959							
		178,783	-	178,783						
		3,225	3,225							
		100	100							
		10,906		10,906						
		10,062	10,062							
		-	-							
1	1	7,500	7,500							
		-	-							
		\$ 572,913	\$ 368,224	\$ 10,906	\$ 178,783	\$ -	\$ -	\$ 15,000	\$ -	
		\$ 3,652,321	1,523,882	1,934,656	178,783	-	-	15,000	-	
		\$ 811,773	(12,494)	281	156,909	205,000		432,077	30,000	
		\$ 4,464,094	1,511,388	1,934,937	335,692	205,000	-	447,077	30,000	
									-	

PLACER COUNTY AIR POLLUTION CONTROL DISTRICT											
Proposed Preliminary Budget for FY 2012-13 comparison to Projected FY2011-12											
DETAIL OF CONSOLIDATED FUNDS											
1,026											
Program Split for Preliminary Proposed Budget FY 2012-13											
	REF. #	Approved Budget FY 2011 12	Proposed Budget FY 2012 13	OPERATIONS	DMV	MITIGATION	CON INGENCY & NON OR DEFENSE SUB O OPER	BUILDING CAPI AL MAIN ENANCE SUB O OPER	BIO MASS PRO EC SUB O OPER	ECHNOLOGY ASSESSMEN PROGRAM SUB O OPER	Notes
EXPENSE:											
Salaries	1002	1,380,611	1,382,688	653,719	728,969	-					
Extra Help	1003	159,233	108,603	68,740	39,863						
Overtime & Call Back	1005	5,000	5,000	2,950	2,050						
P.E.R.S.	1300	339,456	354,033	213,356	140,677						
F.I.C.A. Tax	1301	118,886	114,466	66,900	47,566						
Employee Insurance	1310	180,000	180,000	106,200	73,800						
Workman's Compensation	1315	4,395	8,273	6,471	1,802						
OPEB	1303	117,250	117,250	69,178	48,073						
Total Salary & Benefits:		2,304,831	2,270,313	1,187,513	1,082,799	-	-	-		-	
Telephone Expense	2051	39,000	40,000	24,010	15,990						
General Liability Insurance	2140/30	25,626	25,000	14,493	10,507						
Equipment Maintenance - Air Monitoring	2290	20,000	15,000		15,000						
Employee Benefits	2310	84,991	88,094	53,248	34,846						
County Systems "Lease"	2709	3,605	5,092	3,614	1,478						
District Facility O & M	2405	69,904	55,759	32,898	22,861						
Dues & Subscriptions	2439	6,250	6,250	3,688	2,563						
Office Supplies/District Supplies	2522/2523	9,000	11,000	7,310	3,690						
Copy/Printing Expense	2511	15,000	15,000	8,850	6,150						
Postage	2524	6,000	6,000	3,540	2,460						
Professional Services (A-87)	2527			-	-						
Board of Director Expense	2554	3,000	3,000	1,770	1,230						
Professional/Special Services	2555	152,978	183,500	15,779	42,721				65,000	60,000	
Professional County	2556	183,574	211,115	60,850	150,265						
Publications & Legal Notices	2701	11,000	6,000	1,490	4,510						
Special Department Expense	2840	33,810	26,912	13,050	13,862						
DMV funded Programs and Grants	2855/2856	690,417	728,388		728,388						
Travel & Transportation	2931	15,000	15,000	9,917	5,084						
Hearing Board Travel & Trans.	2550	1,000	1,000	1,000							
Vehicle Mileage Expense	2941	10,000	20,000	15,900	4,100						
Mitigation Expense	2456	233,000	96,000			96,000					
Settlement Fund Pay-back			50,000	50,000							
Building - Maintenance Capital Outlay											
Reserve (Contingency) Fund				15,000			(15,000) *				
Total Other Expenses:		1,613,155	1,608,110	336,406	1,065,705	96,000	(15,000)	-	65,000	60,000	
Total Expense:		\$ 3,917,986	\$ 3,878,423	1,523,919	2,148,504	96,000	(15,000)	-	65,000	60,000	
Ending Fund Balance		381,444	351,542	(261,173)	194	624	245,000	50,000	316,896	-	
Current (Encumbered) Unencumbered Funds		-									
Total Ending Fund Balance		381,444	351,542	(261,173)	194	624	245,000	50,000	316,896	-	
Encumbered Funds (FY2011 12)		2,025,327	930,433	38,001	436,965	444,861	0	0	10,606	0	
TOTAL ALL FUNDS:		2,406,771	1,281,975	(223,172)	437,159	445,485	245,000	50,000	327,502	-	
PROPOSED BUDGET FY 2012-13 NOTES:											
1. There is a CPI adjustment to fees for FY2011-12 of 2.5 %											
2. * The Reserve Contingency Fund contains \$15,000 for Vehicle Replacement											
3. \$50,000 is the proposed payback of the Settlement Fund.											

FTE -- PROGRAM SUMMARY:

40.89% is DMV related

	FY 2012-2013 -- FTE DISTRIBUTION				
	STATIONARY	DMV			
	SOURCE PROGRAM	LAND USE & PLANNING	PROGRAMS & GRANTS	MITIGATION	BURN
AIR POLLUTION CONTROL OFFICER	0.40	0.25	0.25	0.05	0.05
ADMIN TECH (ADMIN SECTION)	0.55	0.05	0.30	0.05	0.05
ACCOUNT CLERK JOURNEY	0.80	0.10	0.05	0.05	-
SENIOR AIR POLLUTION ENGINEER	0.75	-	0.20	-	0.05
PRINCIPAL ENGINEER	0.40	0.20	0.30	0.05	0.05
AIR CONTROL SPECIALIST II	0.40	-	0.25	-	0.35
SENIOR PLANNER	-	0.55	0.35	0.10	-
AIR CONTROL SPECIALIST II			0.75	0.25	
ASSOCIATE PLANNER		0.80	0.10	0.10	
AIR CONTROL SPECIALIST II	1.00	-	-	-	-
ACCOUNTANT AUDITOR II	0.40	0.05	0.30	0.20	0.05
SENIOR AIR POLLUTION ENGINEER	0.65		0.35		
ASSOCIATE ENGINEER	0.65		0.30		0.05
AIR MONITORING SPECIALIST II	0.25	0.25	0.50		
ADMIN TECH (C & E SECTION)	0.55	0.10	0.25		0.10
TITLE V AIR SPECIALIST II	0.90				0.10
IT TECH I	0.45		0.35	0.10	0.10
FTE:	8.15	2.35	4.60	0.95	0.95
TOTAL FTE:	17.00				

EXTRA HELP: \$108,603 (nine Compliance & Enforcement staff for 4,000 hours with a FTE equivalence of 2).

Comparison of Rent and O&M Costs for 110 Maple Street Building

Projected Rental Income: OL3 #6966	\$ 15,242	\$ 21,347	\$ 14,862
DISTRICT FACILITY O & M #2405	PROPOSED BUDGET FY 2012-13	PROJECTED FY 2011-12* 06/30/12	APPROVED BUDGET FY 2011-12
PG & E	13,200	13,229	13,200
RECOLOGY (TRASH PICK-UP)	1,200	1,665	1,127
JANITORIAL SERVICE	6,825	7,641	10,650
JANITORIAL SUPPLIES & CONSUMABLES	1,200	539	1,200
BROKERAGE FEE	1,270		
LIABILITY INSURANCE			2,594
AT&T (ELEVATOR TELEPHONE)	560		560
PCWA (WATER)	1,380	1,436	1,380
LANDSCAPING MAINTENANCE	2,400	2,425	2,400
ELEVATOR MAINTENANCE	1,100	2,240	960
BUILDING REPAIR AND MAINTENANCE (includes minor purchases)	15,000	16,484	28,000
SECURITY ALARM AND FIRE ALARM	780	780	780
WAVE BROADBAND WIFI	1,079	1,203	1,079
SEWER ASSESSMENT	3,792	3,792	
CONTINGENCY	5,973		5,973
TOTAL:	\$ 55,759	51,433	\$ 69,904
District Facility O & M less Rental Income =	\$ 40,517	30,086	\$ 55,042

*projected using nine months of actual for FY 2011-12

PRINTING/COPYING SERVICES #2511

	PROPOSED BUDGET FY 2012-13	PROJECTED FY 2011-12 6/30/2012	APPROVED BUDGET FY 2011-12
DISTRICT DAILY PRINTING/COPYING	10,000	5,619	10,000
PUBLIC EDUCATION/OUTREACH (DMV)	5,000	3,905	5,000
TOTALS:	15,000	9,524	15,000

PROFESSIONAL / SPECIAL SERVICES #2555

	PROPOSED BUDGET FY 2012-13	PROJECTED FY 2011-12 06/30/12	Encumbered Balance as of 06/30/12	APPROVED BUDGET FY 2011-12
PROCESS SERVER	500			500
NORTHERN SIERRA AQMD		2,072	3,528	2,146
AIR SAMPLING/LAB ANALYSIS-ENTEK			7,000	
ENDICOTT (BIOMASS PROJECT)		2,646	7,329	5,000
IT PROGRAMMING	45,000	41,800		55,000
IT CONSULTING	33,000			
AIR PERMITTING SPECIALISTS (\$15,000 BIOMASS SUPPORT INCL)	-	24,935	30,750	38,332
TECHNOLOGY ASSESSMENT PROGRAM (TAP)	60,000	30,000		
SIG -- DAVID SAAH (BIOMASS SUPPORT)	20,000	20,000		20,000
TSS ASSOCIATES (BIOMASS SUPPORT)	25,000	32,000		32,000
TOTALS:	183,500	153,454	48,607	152,978

PROFESSIONAL SERVICES - COUNTY #2556

	PROPOSED BUDGET FY 2012-13	PROJECTED 6/30/12 FY 2011-12	APPROVED BUDGET FY 2011-12
WEIGHTS & MEASURES	15,555	15,795	15,555
RECORDS STORAGE		830	792
PERSONNEL CHARGES	15,000	14,111	3,000
COPIER/FAX MACHINE PRINTING	2,500	2,494	3,865
COUNTY IT INTERFACE	5,000		
COUNTY DATA PROCESSING	70,560	72,862	72,862
OPEB ANALYSIS	2,500	2,500	2,500
SUPPLEMENTAL LEGAL SUPPORT		55,000	55,000
COUNTY COUNSEL SERVICES	90,000	20,000	20,000
DA SUPPORT SERVICES	10,000		10,000
TOTALS:	211,115	183,592	183,574

SPECIAL DISTRICT EXPENSE #2840

	PROPOSED BUDGET FY 2012-13	Projected FY 2011-12 6/30/2012	ENCUMBERED BALANCE AS OF 6/30/2012	APPROVED BUDGET FY 2011-12
SAC VALLEY BCC	5,214	5,089		5,264
PCs/LAPTOP/SERVER	10,000	1,664	-	5,010
STATE REIMBURSEMENT AIR TOXIC HOT SPOT	4,348	6,692		8,836
CAP TO CAP MEETING - 1 DIRECTOR & APCO	7,000	1,595		7,000
MISCELLANEOUS - certification	350	323		
FISCAL AUDIT		7,774		7,700
TOTALS	26,912	23,137	-	33,810

DMV FUNDED PROGRAMS AND GRANTS

#2855 & 2856

	PROPOSED BUDGET FY2012-13	PROJECTED FY 2011-12 06/30/12	ENCUMBERED BALANCE AS OF 06/30/12	APPROVED BUDGET FY2011-12
EXTERNAL PROJECTS - CAG	675,000	723,000	*	600,000
PREVIOUS YEAR'S CAG		(123,000)	*	
AIR MONITORING SITE (RENT AND CONSTRUCTION)	5,000	4,121		10,000
AIR PERMITTING SPECIALIST CONTRACT - PLANNING	27,000	24,000	12,439	36,308
BREATHE CALIFORNIA - CLEAN AIR LUNCHEON	1,000	1,000		1,000
MOBILE SOURCE ANALYSIS (TIAX)			20,000	
PUBLIC OUTREACH/RELATIONS/MEDIA - ENDICOTT CONTRACT			19,700	8,675
CAG/MEDIA (STAFF)	2,500	3,603		2,000
SMAQMD - SPARE THE AIR (#7) CMAQ MATCH	7,888	12,434	-	12,434
PARTICIPATION FUND W/ AIR DISTRICTS	10,000	5,000	**	20,000
TOTALS:	728,388	650,157	436,965	690,417

* Disencumbered previous year CAG funding for a net \$600,000 DMV fund usage for CAGs in FY 2011-12

** Includes \$5,000 for CALEEMOD Upgrades